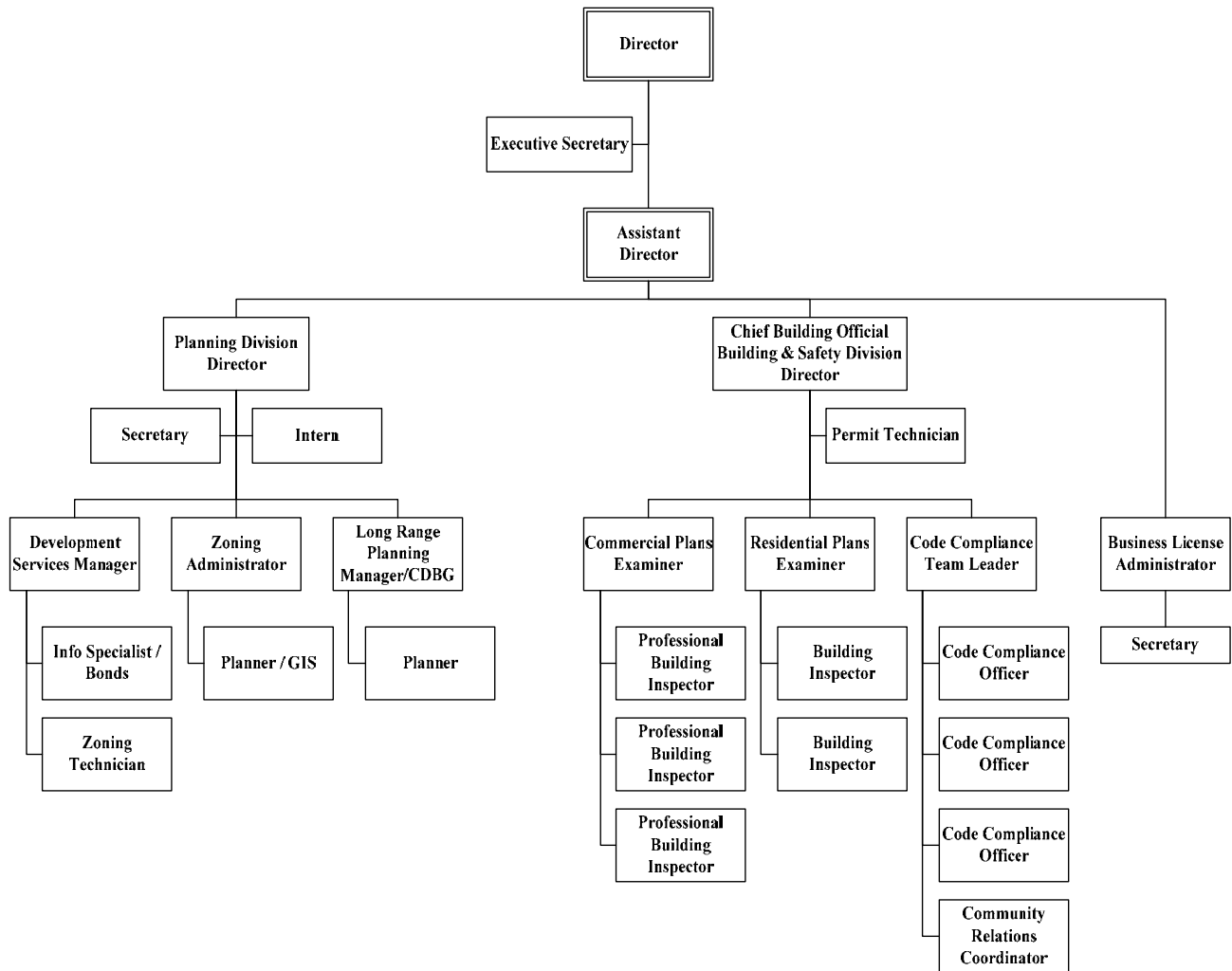


Department Organization

Community Development



Department Description

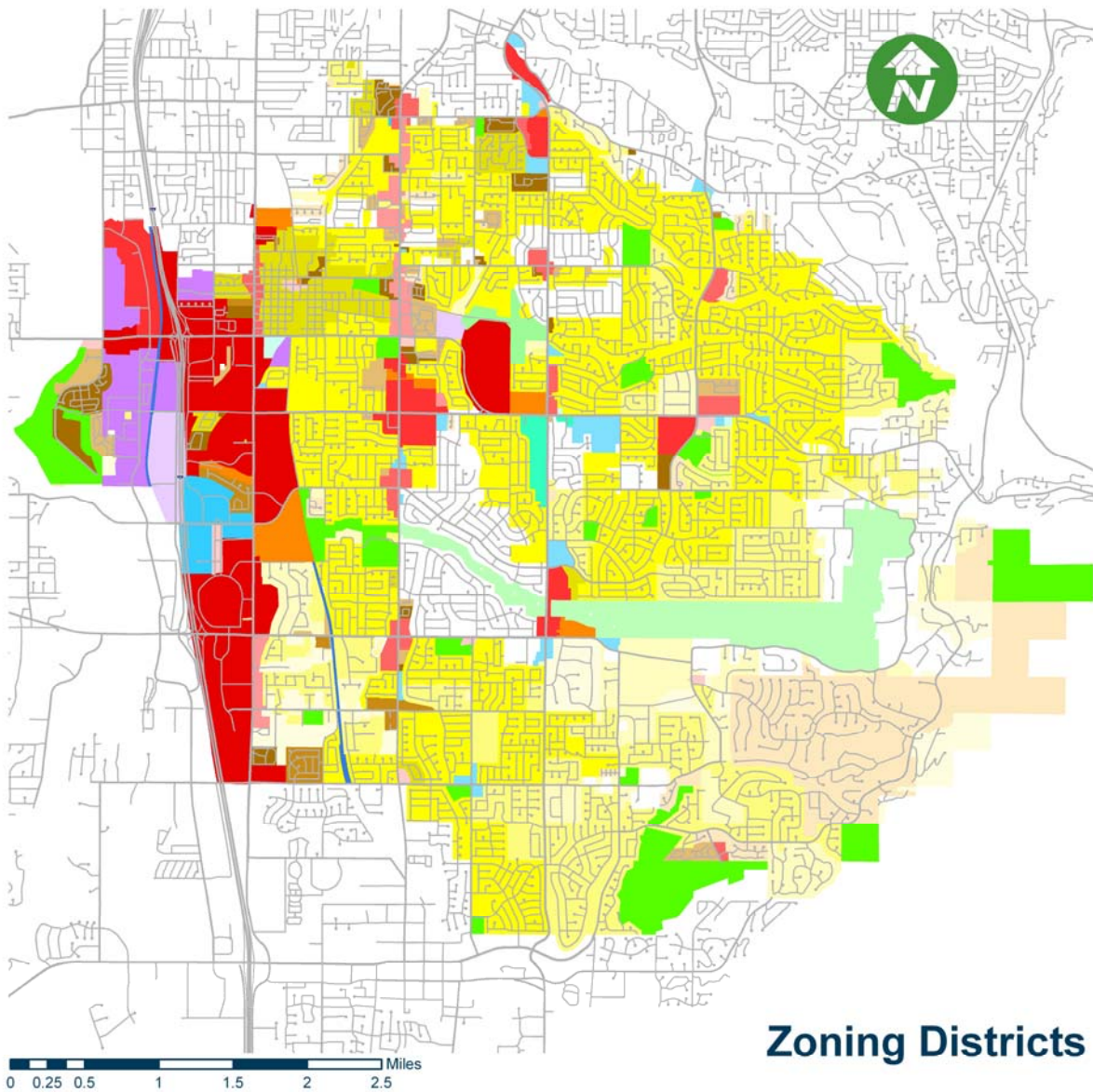
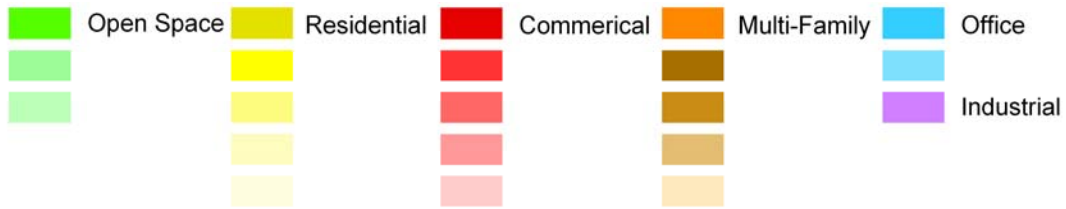
The Community Development Department is charged with planning, reviewing, regulating, and approving all facets of land use within Sandy City. Specifically, these functions include planning, building inspections, zoning enforcement, business licensing, Community Development Block Grant (CDBG) administration, and community relations.

Department Mission

In concert with the values and spirit of the community, the Community Development Department is committed to:

- Properly and professionally guide the development of the city.
- Protect and enhance the quality of life for all Sandy citizens.
- Bring about efficient and effective delivery of services.
- Implement technology that will provide accurate data that will assist in making informed decisions.
- Promote community pride and cooperation.

Legend



Zoning Districts

Department Administration

- Efficiently and effectively administer budget.
- Ensure compliance with procurement, legal, finance, risk management, and other city policies.
- Direct personnel functions: recruitment, benefits, etc.

Direct Department Functions

- Coordinate Development Review Committee.
- Implement neighborhood preservation programs.
- Amend city codes to provide better standards for development.
- Coordinate with other departments on overall strategic development issues.

Provide Efficient and Effective Delivery of Services

- Increase website/Internet availability of products and services.
- Revise staffing and procedures to better serve the public.
- Enhance emergency response capabilities - shelter services and rapid assessment.
- Hire competent, educated, and customer service oriented employees.
- Implement computerization of all functions of the department.

Continuous Improvement of Staff's Professional Abilities

- Broaden staff technical and professional abilities through intensive training.
- Encourage staff participation in professional organizations.

Business Licensing - Regulation

- Revise Business License Code - Title 5.
- Revise alcohol regulation standards.
- Work closely with all regulatory organizations: city, county, and state.
- Develop processes and procedures for enforcement of unlicensed businesses.
- Refine fee and sales tax verification process.
- Standardize and correct addresses in cooperation with the finance department.
- Process applications found via sales tax audits in cooperation with the finance department.

Business Licensing - Service Delivery

- Implement electronic filing and payment of business license renewals.
- Utilize technology to expedite the licensing process.
- Revise billing forms and information submitted.
- Work to implement on-line renewal payments.
- Include Dept of Agriculture as State contact for license approvals on prescribed establishments.

Five-year Accomplishments

Department Administration

- Created a cost allocation program for annual review of fees.
- Maintained low Risk Management Claims.
- Reorganized the department staffing and assignment structure.

Direct Department Functions

- Completed the TQM process for enhancing the Development Committee's development review processes.
- Completed the Neighborhood Preservation Plan.
- Facilitated the development of seven new homes in Historic Sandy.
- Re-established the Housing Rehabilitation Program.
- Developed new Title 9: Property Maintenance Ordinance.

Provide Efficient and Effective Delivery of Services

- Implemented the Development Tracking System.
- Developed a new department website.
- Streamlined the development review process.
- Expanded office hours and inspection scheduling to better serve the public.
- Completed reorganization of the Historic Committee.
- Created a "Red Line" Plan Review Committee with developers.
- Created a new inspection scheduling system for more convenience to the public.
- Adopted new development bond regulations.

Continuous Improvement of Staff's Professional Abilities

- Completed specific technical/professional certification of staff.

Business Licensing - Regulation

- Revised the home occupation ordinance.
- Revised the SOB ordinance.
- Revised door-to-door solicitor regulations.
- Created coordination with code compliance and the fire department in locating unlicensed businesses and delinquent accounts.
- Implemented a new fee structure for real estate companies in accordance with State statute.
- Monitored and regulated ski rental properties in accordance with legal agreements.

Business Licensing - Service Delivery

- Implemented State one-stop access for business license applications.
- Provided applications, forms, and licensing data on the website.
- Implemented the process for billing license applications received via OneStop.

Performance Measures & Analysis

The following citizen observations of the city are based upon the Dan Jones Survey.

Citizens Survey (Fiscal Year)	2005	2006	2007	2008
Observed major improvement				
Shopping/business growth	12%	N/A	17%	17%
Development	3%	N/A	3%	4%
Cleaner city/beautification	2%	N/A	3%	4%
Stadium	N/A	N/A	N/A	1%
TRAX/Light-rail	<1%	N/A	2%	<1%
Better planning/zoning/master plan	1%	N/A	1%	<1%
Desired major improvement				
Less growth/less crowding	1%	N/A	3%	1%
Less building	2%	N/A	3%	3%
More business/restaurants	N/A	N/A	2%	2%
Better planning/zoning/master plan	2%	N/A	1%	1%
Do not want+B520 big box stores	N/A	N/A	1%	1%
Housing issues	N/A	N/A	N/A	1%
Cleanup city/junk cars/trash	2%	N/A	1%	2%
Most important issue				
Growth/increased population	20%	N/A	23%	19%
ReAL Soccer issues	N/A	N/A	9%	8%
More business/tax base	3%	N/A	3%	2%
Development/over-development	4%	N/A	3%	2%
Planning/zoning/master plan	1%	N/A	1%	1%
Affordable housing	N/A	N/A	1%	1%
Gravel pit	8%	N/A	<1%	0%
Maintaining yards/landscaping	<1%	N/A	N/A	2%
Aesthetic appearance of the city				
Very satisfied	46%	N/A	47%	N/A
Somewhat satisfied	48%	N/A	47%	N/A
Somewhat dissatisfied	5%	N/A	3%	N/A
Very dissatisfied	1%	N/A	2%	N/A

Performance Measures & Analysis (cont.) Community Development Admin

Citizens Survey (Fiscal Year)	2005	2006	2007	2008
Rental housing concerns				
Home/yard maintenance	46%	N/A	43%	N/A
Type of people/caliber of people	13%	N/A	20%	N/A
More and more rentals coming in	N/A	N/A	5%	N/A
Too many occupants	3%	N/A	4%	N/A
Drugs	7%	N/A	4%	N/A
Vacancies	5%	N/A	3%	N/A
Property values	4%	N/A	3%	N/A
Parking	3%	N/A	2%	N/A
Noise	3%	N/A	1%	N/A
Dissatisfaction with city response				
Yard clean-up	N/A	N/A	10%	3%
Code enforcement	N/A	N/A	5%	8%
Business licensing	N/A	N/A	3%	3%
Zoning	N/A	N/A	1%	1%
Building permits	N/A	N/A	0%	1%
Planning	N/A	N/A	0%	0%
Measure (Calendar Year)	2005	2006	2007	2008
Business Licenses				
New Licenses Processed	949	924	898	N/A
Licenses Closed	872	814	810	N/A
Current Licenses	5,181	5,476	5,454	N/A

Significant Budget Issues

- 1 Capital Equipment** - This amount will be used to purchase a new color copier.
- 2 Fee Changes** - Due to changes in licensing requirements, door-to-door solicitors will no longer be charged a bond.

Budget Information

Department 50	2005 Actual	2006 Actual	2007 Actual	2008 Estimated	2009 Approved
Financing Sources:					
General Taxes & Revenue	\$ 343,172	\$ 424,244	\$ 400,193	\$ -	\$ -
3121 Business Licenses & Permits	-	-	-	890,000	925,000
Total Financing Sources	\$ 343,172	\$ 424,244	\$ 400,193	\$ 890,000	\$ 925,000
Financing Uses:					
411111 Regular Pay	\$ 219,742	\$ 238,233	\$ 246,936	\$ 339,277	\$ 351,093
411113 Vacation Accrual	-	670	2,618	2,041	3,463
411211 Variable Benefits	44,016	48,941	50,681	67,234	71,256
411213 Fixed Benefits	21,170	19,134	20,685	28,210	29,605
411214 Retiree Health Benefit	3,216	2,564	3,819	4,961	5,170
41131 Vehicle Allowance	5,084	5,108	5,676	5,677	5,916
41132 Mileage Reimbursement	122	211	193	300	300
41135 Phone Allowance	280	482	480	480	480
4121 Books, Sub. & Memberships	2,707	2,258	2,312	2,300	2,300
41231 Travel	4,454	6,290	4,092	5,000	5,000
41232 Meetings	1,560	1,182	1,029	1,500	1,500
41235 Training	552	99	1,036	1,500	1,500
412400 Office Supplies	13,695	17,975	19,975	16,969	16,969
412440 Computer Supplies	285	155	2,978	1,893	1,893
412470 Special Programs	2,343	3,358	4,897	2,500	2,500
412511 Equipment O & M	3,781	3,430	3,221	4,000	4,000

Budget Information (cont.)

Community Development Admin

Department 50	2005 Actual	2006 Actual	2007 Actual	2008 Estimated	2009 Approved
412611 Telephone	3,008	3,308	3,505	3,799	3,798
41342 Credit Card Processing	3,368	5,118	7,132	3,500	3,500
413723 UCAN Charges	2,995	2,748	2,970	3,240	3,240
41379 Professional Services	-	27,000	-	-	-
414111 IS Charges	8,265	12,519	12,141	26,103	22,891
41471 Fleet O & M	993	1,200	1,849	1,052	1,017
4174 Equipment	1,536	7,179	1,968	2,000	2,000
43472 Fleet Purchases	-	15,082	-	-	-
4373 Capital Equipment	-	-	-	-	10,000
Total Financing Uses	\$ 343,172	\$ 424,244	\$ 400,193	\$ 523,536	\$ 549,391

1

Staffing Information	Bi-weekly Salary		Full-time Equivalent		
	Minimum	Maximum	FY 2007	FY 2008	FY 2009
Appointed - Category 1:					
Community Development Director	\$ 3,092.00	\$ 4,869.90	1.00	1.00	1.00
Assistant Director*	\$ 2,405.60	\$ 3,788.80	0.79	0.79	0.79
Regular:					
Executive Secretary	\$ 1,168.80	\$ 1,840.90	1.00	1.00	1.00
Business License Administrator	\$ 1,168.80	\$ 1,840.90	0.00	1.00	1.00
Secretary	\$ 944.00	\$ 1,486.80	0.00	1.00	1.00
Total FTEs			2.79	4.79	4.79

*Current incumbent has Regular Employee status. Upon attrition, new hire will have Appointed status.

Fee Information	2005 Approved	2006 Approved	2007 Approved	2008 Approved	2009 Approved
3121 Business License Fees					
Business License Minimum / License	N/A	N/A	20	\$20	\$20
Business License Cap / License	\$7,350	\$7,350	\$7,350	\$7,350	\$7,350
*Does not apply to sexually-oriented businesses					
Commercial - Base Fee > \$50,000	\$120	\$120	\$120	\$120	\$120
Commercial - Base Fee < \$50,000	\$75	\$75	\$75	\$80	\$80
Home Occ - Base Fee > \$50,000	\$90	\$90	\$90	\$90	\$90
Home Occ - Base Fee < \$50,000					
New and Existing Licenses	\$50	\$50	\$50	\$60	\$60
Existing	\$50	\$50	\$50	\$50	Discontinued
Temporary/Transient	\$150	\$150	\$150	\$150	\$150
Exposition Center					
Promoter / event up to 30 days	\$175	\$175	\$175	\$175	\$175
Contractors w/o Commercial Office License					
General / yr	\$80	\$80	\$80	\$90	\$90
Sub-Contractors / yr	\$65	\$65	\$65	\$75	\$75
Contractors w/Commercial Office License					
General / yr	N/A	N/A	N/A	\$70	\$70
Sub-Contractors / yr	N/A	N/A	N/A	\$60	\$60
Disproportionate Fees					
Expo Ctr Events / 1,000 attendees / event	\$50	\$50	\$50	\$50	\$50
High Impact Recreational Facility / yr	\$1,654	\$1,654	\$1,654	\$1,654	\$1,654
Hospital/Convalescent Center / yr	\$386	\$386	\$386	\$386	\$386
Pawn Shop / yr	\$210	\$210	\$210	\$210	\$210
Arcade / yr	\$497	\$497	\$497	\$497	\$497
Entertainment/Theater / yr	\$331	\$331	\$331	\$331	\$331

Budget Information (cont.)
Community Development Admin

Fee Information	2005 Approved	2006 Approved	2007 Approved	2008 Approved	2009 Approved
Hotel/Motel / yr	\$551	\$551	\$551	\$551	\$551
Apartments / unit / yr	\$17	\$17	\$17	\$17	\$17
All Temp. Permits (as in #99-41C) / yr	\$263	\$263	\$263	\$263	\$263
Service Station / yr	\$473	\$473	\$473	\$473	\$473
Grocery / yr	\$473	\$473	\$473	\$473	\$473
Bar/Private Club / yr	\$180	\$180	\$180	\$180	\$180
Bowling / yr	\$400	\$400	\$400	\$400	\$400
Sexually Oriented Business / yr	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
Disproportionate Alcohol License Fees					
Class A	\$108	\$108	\$108	\$108	\$108
Class B	\$492	\$492	\$492	\$492	\$492
Class D	\$300	\$300	\$300	\$300	\$300
Class E	\$207	\$207	\$207	\$207	\$207
Bar / Private Club	\$520	\$520	\$520	\$520	\$520
Other Miscellaneous Fees					
Per Employee	\$11	\$11	\$11	\$11	\$11
Sexually Oriented Business per Performing Employee	\$300	\$300	\$300	\$300	\$300
Sexually Oriented Business per Non-performing Employee	\$100	\$100	\$100	\$100	\$100
Duplicate License	\$20	\$20	\$20	\$20	\$20
Initial Application Processing	\$30	\$30	\$30	\$35	\$35
Transfer Fee/Re-inspection/License	\$40	\$40	\$40	\$40	\$40
Alcohol License Application Fee	\$55	\$55	\$55	\$55	\$55
Re-inspection Fee (over 2 inspections)	\$40	\$40	\$40	\$40	\$40
Delinquent/Penalty Rates					
Delinquent - 45 Days / of original bill	25%	25%	25%	25%	25%
Delinquent - 60 Days / of original bill	50%	50%	50%	50%	50%
Open Without a License - Penalty	100%	100%	100%	100%	100%
Bond Requirements					
Temporary/Transient	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
Door-to-Door Soliciting	\$1,000	\$1,000	\$1,000	\$1,000	Discontinued
Coupons/Subscriptions	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
Pawn Shop/Pawn Broker	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
Auctioneer/Auction House	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Sexually Oriented Businesses	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
Alcohol Sales/Consumption	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000

Capital Budget	2008 Budgeted	2009 Approved	2010 Planned	2011 Planned	2012 Planned
19012 - Gateways/Beautification Projects - This project funds gateway projects on the city boundaries as well as beautification projects on the I-15 corridor through Sandy.					
41 General Revenue	\$ 46,321	\$ -	\$ -	\$ -	\$ -
19036 - Neighborhood Preservation Initiative - This project funds costs related to the implementation of the city's neighborhood maintenance and preservation plan.					
41 General Revenue	\$ 62,387	\$ -	\$ -	\$ -	\$ -
Total Capital Projects	\$ 108,708	\$ -	\$ -	\$ -	\$ -

Master Plans/General Plans

- Implement new strategic plans (Sandy Corners, 90th South Gateway, Civic Center Promenade, Neighborhood Maintenance and Preservation, Historic Sandy Neighborhood Plan, and Government Center Plaza Design.
- Prepare redevelopment area master plans as needed.
- Implement a master plan and zoning for the ReAL Soccer superblock area.
- Implement a master plan and zoning for the Snyder property.
- Determine what elements of the general plan need major re-writes.
- Re-format and make routine updates to the city's general plan.

Project Review & Regulation

- Continue intensity of residential/commercial/industrial site plan approvals and enforcement.
- Continue to adjust and revise the development process as needed.
- Update the SPR's layer on GIS mapping.
- Revisit and update the architectural design standards.
- Coordinate various department reviews on projects effectively and efficiently.

Development Code & Other Regulatory Codes

- Revise the development code.

Data & Statistics

- Update the statistical report.
- Provide and review data for U.S. Census 2010.
- Provide demographic and other data on the department website.

Development Bond Administration

- Revise the development bond process.
- Computerize bond inspection coordination.
- Review miner bonds for final releases.

Five-year Accomplishments**Master Plans/General Plans**

- Adopted the Historic Sandy Master Plan and Neighborhood Maintenance and Preservation.
- Adopted the Government Center Plaza master plan.
- Implemented Quarry Bend master plan and zoning.
- Implemented promenade wetland design.
- Completed streetscape goals and policies.
- Updated the parks and open space element.

Project Review & Regulation

- Streamlined development project review and site plan review.
- Implemented "Red Line" review committee for developers.
- Established Development Review Coordinator.
- Adjusted staffing to expedite project review process.
- Increased planning inspection of projects / bond releases.

Development Consistency

- Implemented TQM findings for the Development Committee.
- Coordinated multi-jurisdictional planning efforts: TRAX / TOD properties and 114th South Interchange.

Development Code & Other Regulatory Codes

- Completed city architectural design standards.
- Completed new Sensitive Area Overlay Zone.
- Adopted new TND Ordinance.
- Adopted new Detached Structure Ordinance.
- Updated residential parking standards.
- Adopted design guidelines for Historic Sandy.
- Updated population forecasts.

Development Bond Administration

- Dedicated staff for bond administration and implemented a new process for development bond releases.
- Created a database for inspection and bond tracking.
- Adopted new development bond regulations.
- Revised the development bond process.
- Implemented bond release flexibility to accommodate construction schedules.

Performance Measures & Analysis

Projects Processed (Calendar Year)	2005	2006	2007
Annexations	4	5	3
Rezoning	17	14	16
Code Amendments	14	13*	23*
Site Plan Review	85	71	57
Subdivisions	29	35	49
Conditional Use Permits	47	70	61
General Plan Projects	4	5	10
General Planning Reviews	433	470	991
Planning Inspections	183	241	90
Sign Permits	166	208	231
Board of Adjustment Cases	9	13	4
GIS Projects	47	51	N/A**

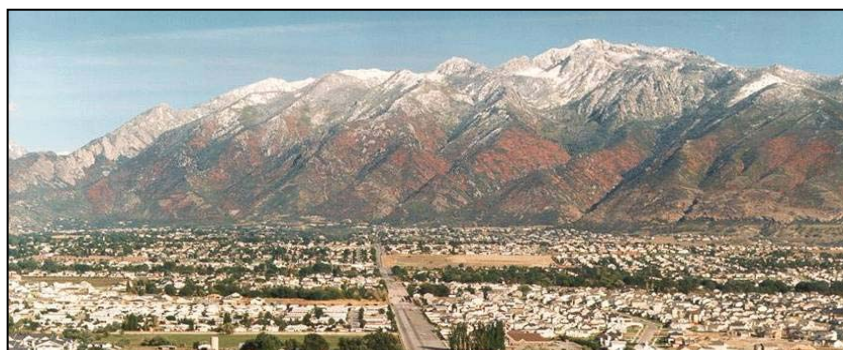
* Includes the entire re-write of the Development Code.

** In 2007, GIS Projects are included in General Planning Reviews.

Measure (Calendar Year)	2005	2006	2007
Bond Administration			
Total Processed	362	381	391
Total Value	\$21,253,360	\$30,059,509	\$38,316,589
Amount Released	\$9,728,457	\$10,407,648	\$12,395,081
Amount Remaining	\$11,524,903	\$19,651,861	\$25,921,509

Significant Budget Issues

- 1 Publications** - This amount will be used for printing of new development codes.
- 2 Fee Changes** - The Community Development Department annually calculates the cost of providing the various services reflected in the fee schedule. Adjustments were made to bring some fees more in line with other similar services. In general, the fees for basic services cover a smaller proportion of the cost than do the fees for those services that are a special request.



Budget Information

Planning

Department 51	2005 Actual	2006 Actual	2007 Actual	2008 Estimated	2009 Approved
Financing Sources:					
General Taxes & Revenue	\$ 241,897	\$ 298,752	\$ 337,929	\$ 469,933	\$ 561,902
31229 Sign Permits Fees	11,779	10,547	13,298	13,000	11,700
314511 Planning Development Fees	183,891	180,537	149,231	130,000	95,000
314512 Inspection Fees	60,804	83,195	69,492	45,000	30,000
314513 Annexation Fees	1,617	1,000	1,000	1,000	-
314514 Rezoning Fees	4,272	3,887	5,878	4,300	3,000
314515 Other Developmental Fees	6,618	5,897	5,115	5,000	7,000
314516 Pre-Development Review Fees	-	-	28,607	-	-
Total Financing Sources	\$ 510,878	\$ 583,815	\$ 610,550	\$ 668,233	\$ 708,602
Financing Uses:					
411111 Regular Pay	\$ 349,345	\$ 390,867	\$ 403,159	\$ 441,287	\$ 466,199
411113 Vacation Accrual	-	2,051	1,252	2,727	4,699
411121 Seasonal Pay	2,526	3,178	6,333	10,100	10,302
411131 Overtime/Gap	-	64	-	-	-
411211 Variable Benefits	71,168	81,847	83,626	94,735	98,984
411213 Fixed Benefits	41,515	42,178	48,177	51,098	56,292
411214 Retiree Health Benefit	3,915	4,318	7,023	5,971	5,609
41131 Vehicle Allowance	3,156	3,156	2,945	3,565	3,804
41132 Mileage Reimbursement	630	582	299	500	500
4121 Books, Sub. & Memberships	1,815	1,701	2,215	2,100	2,100
41231 Travel	3,114	6,682	5,056	5,600	5,600
41232 Meetings	902	867	618	1,000	1,000
41235 Training	785	185	786	700	700
412425 Publications	4,541	3,551	7,680	1,500	6,500
412440 Computer Supplies	1,332	1,918	-	-	-
412611 Telephone	3,057	2,907	3,513	4,779	5,182
414111 IS Charges	21,441	32,311	35,422	36,942	38,488
41471 Fleet O & M	1,636	1,000	2,446	2,629	2,643
4169 Grants	-	4,452	-	3,000	-
Total Financing Uses	\$ 510,878	\$ 583,815	\$ 610,550	\$ 668,233	\$ 708,602

Staffing Information	Bi-weekly Salary		Full-time Equivalent		
	Minimum	Maximum	FY 2007	FY 2008	FY 2009
Regular:					
Planning Director	\$ 2,240.00	\$ 3,528.00	1.00	1.00	1.00
Development Services Manager	\$ 2,086.40	\$ 3,286.10	1.00	1.00	1.00
Zoning Administrator	\$ 2,086.40	\$ 3,286.10	1.00	1.00	1.00
Long Range Planning Manager	\$ 2,086.40	\$ 3,286.10	0.42	0.42	0.42
Senior Planner	\$ 1,943.20	\$ 3,060.50	1.00	0.00	0.00
Planner	\$ 1,418.40	\$ 2,234.00	1.00	2.00	2.00
Information Specialist	\$ 1,168.80	\$ 1,840.90	0.00	0.67	0.67
Zoning Technician	\$ 1,168.80	\$ 1,840.90	1.00	1.00	1.00
Secretary	\$ 944.00	\$ 1,486.80	1.00	1.00	1.00
Seasonal:					
Intern	\$ 9.43	\$ 15.08	0.45	0.45	0.45
Total FTEs			7.87	8.54	8.54

Budget Information (cont.)

Planning

Fee Information	2005 Approved	2006 Approved	2007 Approved	2008 Approved	2009 Approved	
314511 PLANNING DEVELOPMENT FEES						
Residential Review Fees						
Pre-Development Fee						
Residential / unit	\$32	\$32	\$32	\$40	\$40	
Residential - Sensitive Lands / unit	\$48	\$48	\$48	\$60	\$60	
Residential Development Fees						
Single-Duplex Dwelling Unit /unit	\$284	\$284	\$300	\$300	\$350	2
Hillside Subdivision / unit	\$315	\$350	\$375	\$375	\$425	2
P.U.D. Phasing Plan - 1st	\$63	\$63	\$63	\$70	\$70	
P.U.D. Phasing Plan - Additional	\$32	\$32	\$32	\$40	\$40	
Subdivision Plat Amendment	\$63	\$63	\$80	\$80	\$100	2
Subdivision Appeal	\$73	\$73	\$73	\$73	\$80	2
Condominium Conversion Fees						
Base Fee	\$173	\$173	\$173	\$173	\$173	
Per Unit Fee	\$58	\$58	\$58	\$58	\$58	
Commercial/Industrial/Multi-Family Review Fees						
Pre-Development Fee						
% of total site plan review fee	25%	25%	25%	25%	25%	
Full Site Plan Review						
0 to 5 acres / acre	\$1,440	\$1,440	\$1,440	\$1,440	\$1,550	2
5.1 to 10 acres						
Base	\$7,200	\$7,200	\$7,200	\$7,200	\$7,750	2
+ Per acre	\$560	\$560	\$560	\$560	\$603	2
10.1 to 50 Acres						
Base	\$10,000	\$10,000	\$10,000	\$10,000	\$10,765	2
+ Per acre	\$63	\$63	\$63	\$63	\$68	2
Modified Site Plan Review						
Per acre @ 20% per dept. up to 100%	\$1,440	\$1,440	\$1,440	\$1,440	\$1,550	2
Site Plan Review Appeal	\$73	\$73	\$73	\$73	\$80	2
Commercial Development Inspection Fees						
Full Site Plan review / acre	\$457	\$457	\$457	\$457	\$457	
MSPR / acre @ 20% / dept up to 100%	\$457	\$457	\$457	\$457	\$457	
Cemetery - Burial Plot Area Only (5 acres)	\$200	\$200	\$200	\$200	\$200	
314512 INSPECTION FEES						
Residential Development Inspection Fees						
Single Family Units/Duplexes / unit	\$147	\$147	\$147	\$147	\$147	
Commercial Development Inspection Fees						
Full Site Plan review / acre	\$457	\$457	\$457	\$457	\$457	
MSPR / acre @ 20% / dept up to 100%	\$457	\$457	\$457	\$457	\$457	
Cemetery - Burial Plot Area Only (5 acres)	\$60	\$60	\$60	\$60	\$60	
314514 REZONING FEES	\$425	\$425	\$425	\$450	\$475	2
314515 OTHER DEVELOPMENT FEES						
Annexation Fee	\$442	\$500	\$500	\$500	\$500	
Board of Adjustment Fees	\$264	\$265	\$275	\$275	\$275	
Code Amendment Fee	\$378	\$380	\$380	\$380	\$380	
General Land Use Plan Amendment	\$378	\$380	\$380	\$380	\$380	

Budget Information (cont.)

Planning

Fee Information	2005 Approved	2006 Approved	2007 Approved	2008 Approved	2009 Approved	
Planning Building Permit Sub-Check Fee	\$22	\$22	\$22	\$30	\$30	
Re-Application Fee (When noticed item is pulled from agenda by applicant)						
Board of Adjustment of original fee	50%	50%	50%	50%	50%	
Conditional Use of original fee	50%	50%	50%	50%	50%	
Subdivision, Site Plan Review, Annexation, Rezoning, etc.	\$63	\$63	\$80	\$80	\$100	2
Re-Inspection Fees						
Lot	\$42	\$42	\$42	\$42	\$42	
Subdivision	\$173	\$173	\$173	\$173	\$173	
Street Vacation Review By Planning						
Commission	\$150	\$150	\$175	\$175	\$200	2
Conditional Use Permit Fees						
Site Plan Review	\$100	\$100	\$125	\$125	\$130	2
No Site Plan Review	\$75	\$75	\$75	\$75	\$80	2
Accessory Apt CUP Renewal	N/A	N/A	N/A	N/A	\$40	2
Appeal of Conditional Use Conditions	1/2 original	1/2 original	1/2 original	1/2 original	1/2 original	
Dedication Plat To Planning						
Commission	\$32	\$32	\$32	\$32	\$32	
Demolition Fee	\$26	\$26	\$26	\$26	\$26	
Temporary Use Permit	\$26	\$26	\$30	\$30	\$40	2
Wireless Telecom Review						
Permitted	\$100	\$100	\$100	\$100	\$125	2
Tech. Exception	\$250	\$250	\$250	\$250	\$250	
Home Rebuild Letter	\$10	\$10	\$30	\$30	\$30	
Lot Line Adjustment	\$10	\$10	\$30	\$30	\$30	
Address Change	\$40	\$40	\$40	\$40	\$40	
Street Renaming	\$100	\$125	\$125	\$125	\$125	
31229 SIGN PERMIT FEES						
Valuation of sign \$1 to \$500	\$26	\$30	\$30	\$30	\$30	
Valuation of sign \$501 to \$2,000						
Fee for first \$500	\$25	\$25	\$25	\$25	\$25	
Additional Fee for each \$100 of Val. between \$501 & \$2,000	\$2	\$2	\$2	\$5	\$5	
Valuation of sign \$2,001 to \$25,000						
Fee for first \$2,000	\$55	\$55	\$55	\$100	\$100	
Additional Fee for each \$1,000 of Val. between \$2,001 & \$25,000	\$9	\$9	\$9	\$10	\$10	
Valuation of sign \$25,001 to \$50,000						
Fee for first \$25,000	\$275	\$275	\$275	\$330	\$330	
Additional Fee for each \$1,000 of Val. between \$25,001 & \$50,000	\$7	\$7	\$7	\$10	\$10	
Valuation of sign \$50,000 and up						
Fee for first \$50,000	\$450	\$450	\$450	\$580	\$580	
Additional Fee for each \$1,000 of Valuation above \$50,000	\$5	\$5	\$5	\$5	\$5	
Temporary Sign / 7 day period	\$20	\$20	\$20	\$25	\$25	
Signs Installed Without Permits (or double the applicable permit fee)	\$200	\$200	\$200	\$200	\$200	
Sign Review by Planning Commission	\$35	\$40	\$45	\$55	\$65	2
Sign Appeal by Planning Commission	\$26	\$30	\$40	\$40	\$40	
Sign Tag Fee / sign permit issued	\$2	\$2	\$2	\$2	\$2	

Ensure Compliance of all Construction According to Building Codes

- Educate contractors on new ICC Codes.
- Ensure that all inspectors are 4-way certified under ICC.
- Perform engineering peer review on all complicated structures.

Neighborhood Preservation - Code Compliance

- Increase effectiveness and community outreach services.
- Implement Neighborhood Preservation goals.
- Add additional Code Compliance staff (bringing the total to 5 FTE as per the Neighborhood Preservation Plan).

Five-year Accomplishments

Ensure Compliance of all Construction According to Building Codes

- Developed contractor education seminars.
- Participated on National Boards for Code and Product approvals.
- Coordinated with the State Legislature on State Building Code bills.
- Certified all inspectors under new International Code Council codes (ICC).
- Added an additional certified building inspector to assist with work volume.

Neighborhood Preservation - Code Compliance

- Computerized Code Compliance including wireless field access.
- Revised Code Compliance staffing structure.
- Developed new Code Compliance policies and procedures.
- Started regular meetings with Neighborhood Coordinators on Code Compliance issues.
- Added an additional code compliance officer (4 total) as provided for in the Neighborhood Plan.

Performance Measures & Analysis

Measure (Calendar Year)	2005	2006	2007
Building Inspection			
Permits Issued	1,444	1,869	1,919
Inspections Completed	8,461	11,878	17,625
Code Enforcement			
Code Enforcement Cases	3,365	4,052	4,525
Property Liens	28	11	12

Significant Budget Issues

- 1 Staffing Changes** - Contract Building Inspector - This position was previously budgeted in non-departmental but has been moved to Community Development for FY 2009. A Community Relations Coordinator position was renamed Code Compliance Technician.

Budget Information

Building & Safety

Department 52	2005 Actual	2006 Actual	2007 Actual	2008 Estimated	2009 Approved
Financing Sources:					
3122 Building Permit Fees	\$ 1,146,388	\$ 1,652,132	\$ 1,823,866	\$ 1,359,500	\$ 1,016,000
Total Financing Sources	\$ 1,146,388	\$ 1,652,132	\$ 1,823,866	\$ 1,359,500	\$ 1,016,000
Financing Uses:					
411111 Regular Pay	\$ 490,260	\$ 541,032	\$ 594,301	\$ 669,164	\$ 715,072 1
411113 Vacation Accrual	6,989	984	7,829	4,051	6,771
411211 Variable Benefits	103,201	115,929	127,304	143,266	152,106 1
411213 Fixed Benefits	66,123	64,068	73,454	81,825	92,634 1
411214 Retiree Health Benefit	1,960	2,393	1,353	3,179	2,915
41131 Vehicle Allowance	6,553	6,553	7,342	7,369	13,648 1
41132 Mileage Reimbursement	43	-	-	-	-
4121 Books, Sub. & Memberships	3,094	3,764	3,076	3,300	3,300
41231 Travel	5,210	6,225	9,081	9,200	9,200
41232 Meetings	101	211	524	300	300
41235 Training	1,265	160	350	2,000	2,000
412440 Computer Supplies	330	155	-	-	-
412450 Uniforms	2,084	1,981	2,823	2,700	2,700
412611 Telephone	9,963	9,829	9,818	10,016	10,460
414111 IS Charges	23,311	27,681	28,022	31,673	38,018
41463 Fleet Repair Fund	-	-	316	-	-
41471 Fleet O & M	10,328	12,995	17,613	23,273	24,140
4174 Equipment	36,489	5,179	5,822	-	-
43472 Fleet Purchases	-	15,467	14,569	28,800	34,000
Total Financing Uses	\$ 767,304	\$ 814,606	\$ 903,597	\$ 1,020,116	\$ 1,107,264

Staffing Information	Bi-weekly Salary		Full-time Equivalent		
	Minimum	Maximum	FY 2007	FY 2008	FY 2009
Appointed - Category 3:					
Building / Housing Inspector	\$ 14.61	\$ 23.01	0.00	0.00	1.00 1
Regular:					
Chief Building Official	\$ 2,240.00	\$ 3,528.00	1.00	1.00	1.00
Plans Examiner	\$ 1,588.00	\$ 2,501.10	2.00	2.00	2.00
Code Enforcement Team Leader	\$ 1,345.60	\$ 2,119.30	1.00	1.00	1.00
Professional Building Inspector	\$ 1,345.60	\$ 2,119.30	3.00	3.00	3.00
Building / Code Compliance	\$ 1,168.80	\$ 1,840.90	4.00	4.00	4.00
Permit Technician	\$ 1,089.60	\$ 1,716.10	1.00	1.00	1.00
Code Compliance Technician	\$ 1,012.80	\$ 1,595.20	0.00	0.00	0.90 1
Community Relations Coordinator	\$ 1,012.80	\$ 1,595.20	0.00	0.90	0.00 1
Total FTEs			12.00	12.90	13.90

Budget Information (cont.)**Building & Safety**

Fee Information	2005 Approved	2006 Approved	2007 Approved	2008 Approved	2009 Approved
3122 BUILDING PERMIT FEES					
Per IBC Building Standards Valuation Tables & Sandy City Ordinances	3.5% Increase	Per IBC Table	Per IBC Table	Per IBC Table	Per IBC Table
Building Permit Renewal	\$38	\$38	\$38	\$38	\$38
Other Inspections, No Specific Fee Noted	\$52	\$52	\$52	\$52	\$52
Property Maintenance Fees					
Property Abatement - Admin Fee	\$100	\$100	\$100	\$100	\$100
Vehicle Restoration Permit Extension	N/A	\$25	\$25	\$25	\$25
Inspection Bonds					
Power to Panel Bond - Single Lot	N/A	\$500	\$500	\$500	\$500
Power to Panel Bond - Multiple Lots	N/A	\$1,000	\$1,000	\$1,000	\$1,000
Permit Violation Bond	N/A	\$1,000	\$1,000	\$1,000	\$1,000
Temporary Certificate of Occ. Bond	N/A	1.5X Value	1.5X Value	1.5X Value	1.5X Value
Forfeiture Penalty Bond	N/A	2X Value	2X Value	2X Value	2X Value

Significant Budget Issues**Boards & Commissions**

No significant budget issues.

Budget Information

Department 53	2005 Actual	2006 Actual	2007 Actual	2008 Estimated	2009 Approved
Financing Sources:					
General Taxes & Revenue	\$ 16,504	\$ 17,230	\$ 15,044	\$ 31,070	\$ 31,070
Total Financing Sources	\$ 16,504	\$ 17,230	\$ 15,044	\$ 31,070	\$ 31,070
Financing Uses:					
4121 Books, Sub. & Memberships	\$ 730	\$ 746	\$ 896	\$ 1,200	\$ 1,200
41231 Travel	1,875	2,219	231	2,100	2,100
41232 Meetings	5,286	4,715	5,470	5,500	5,500
41235 Training	335	55	140	400	400
41236 Committees and Councils	438	1,710	919	2,500	2,500
41389 Miscellaneous Services	7,840	7,785	7,388	19,370	19,370
Total Financing Uses	\$ 16,504	\$ 17,230	\$ 15,044	\$ 31,070	\$ 31,070

Significant Budget Issues**Community Services**

Beginning in FY 2008, this division was dissolved and combined with Community Development Administration (department 50), Planning (department 51), and Building & Safety (department 52).

Budget Information

Department 55	2005 Actual	2006 Actual	2007 Actual	2008 Estimated	2009 Approved
Financing Sources:					
3121 Business Licenses & Permits	\$ 768,170	\$ 817,425	\$ 834,893	\$ -	\$ -
Total Financing Sources	\$ 768,170	\$ 817,425	\$ 834,893	\$ -	\$ -
Financing Uses:					
411111 Regular Pay	\$ 127,682	\$ 138,782	\$ 145,436	\$ -	\$ -
411113 Vacation Accrual	-	1,673	858	-	-
411211 Variable Benefits	25,218	28,361	29,623	-	-
411213 Fixed Benefits	15,415	13,053	14,206	-	-
41132 Mileage Reimbursement	9	99	264	-	-
41231 Travel	138	1,567	1,080	-	-
41235 Training	-	160	500	-	-
412611 Telephone	2,008	1,118	1,171	-	-
414111 IS Charges	11,021	11,014	13,148	-	-
Total Financing Uses	\$ 181,491	\$ 195,827	\$ 206,286	\$ -	\$ -

Staffing Information	Bi-weekly Salary		Full-time Equivalent		
	Minimum	Maximum	FY 2007	FY 2008	FY 2009
Regular:					
Information Specialist	\$ 1,168.80	\$ 1,840.90	0.67	0.00	0.00
Business License Administrator	\$ 1,168.80	\$ 1,840.90	1.00	0.00	0.00
Code Compliance Technician	\$ 1,012.80	\$ 1,595.20	0.90	0.00	0.00
Secretary	\$ 944.00	\$ 1,486.80	1.00	0.00	0.00
Total FTEs			3.57	0.00	0.00

Overview

Each year Sandy City receives Community Development Block Grant or CDBG funds from the U.S. Department of Housing and Urban Development. The purpose of the CDBG program is to help in developing viable urban communities by providing decent housing, a suitable living environment, and expanding economic opportunities, principally for persons of low and moderate income.

To be eligible to receive CDBG funds, the project must meet one of three national objectives:

1. Low and Moderate Income Benefit. This means that a majority of the citizens benefiting from the proposed project must fall within the low and moderate income category, as defined by the Dept. of Housing and Urban Development. The city has available a Census Bureau map identifying areas that meet the low-moderate income criteria.

2. Aid in the Prevention or Elimination of Slums or Blight. The proposed project area must meet criteria that would cause it to be designated a slum or blighted area. The criteria for this determination are available upon request.

3. Urgent Health and Welfare Need. This objective is met only by situations with a demonstrable immediate threat to health and welfare that is catastrophic in nature.

There is a broad range of activities or projects eligible for funding under the CDBG program to meet any one of the national objectives. Eligible projects include public improvements, public services, and housing-related projects for low/moderate income persons.

Administration

- Maintain top performance of program under HUD guidelines.
- Observe all HUD regulations under CFR 24.
- Maintain administration funding commensurate with annual entitlement grant.
- Continue to work with CDBG Committee to improve knowledge and review capabilities.
- Increase public awareness of the CDBG Program.

Low and Moderate Income Benefit

- Maintain above 70% of funding to benefit those of low or moderate income.

Public Improvements

- Provide infrastructure funding to assist with affordable housing needs.

Public Services

- Maintain service levels in spite of declining funding levels.
- Evaluate programs to provide the best dollar/person benefit.

Historic Sandy

- Implement Historic Sandy master plan.
- Create Historic Sandy elderly housing rehabilitation projects.
- Provide infrastructure funding to assist with affordable housing needs.

Administration

- CDBG Program recognized to be in the top 10 in the nation.
- Completed the 2005 Consolidated Plan.
- Maintained administration under the mandatory 20% cap.
- Maintained administration levels with no increase out of entitlement.
- Operated the CDBG program within federal guidelines with no findings.

Low and Moderate Income Benefit

- Purchased three housing units for use as transitional housing for the homeless.
- Created Housing Rehabilitation and Downpayment Assistance programs.
- Funded projects that assist low and moderate income households.

Prevention of Slum and Blight

- Funded various city and county-wide programs to remove blighted conditions.

Public Improvements

- Completed the following projects - 300 East reconstruction, Historic Sandy Police Sub-station rehabilitation, 150 East street improvements, Neighborhood Watch signs, Senior Center ADA improvements, 8680 South street improvements, Center Street Park development, 8760 South Street, and Sandy Station Park improvements.
- Completed sidewalk and pedestrian safety improvements.

Public Services

- Maintained public services under the mandatory 15% cap.
- Diversified funding to subrecipients to provide greater service levels.

Performance Measures & Analysis

Administration

- Operated under the mandatory 20% cap.
- Maintained <1.5X expenditure vs. entitlement grant balances.
- Maintained administration budget percentage versus grant amount.

Low and Moderate Income Benefit

- Benefited 40,281 low and moderate income persons from CDBG funding (2005).
- 100% of funding used for low/moderate income people

Public Improvements

- Increased funding for improvements for Historic Sandy.

Public Services - Housing Projects

- Funded public services under the mandatory 15% cap.
- Assisted 2,200+ homeless persons.
- Funded 14 non-profit public service programs.
- Completed 100 housing units rehabilitations and emergency home repairs.
- Funded 2 small/minority owned businesses with CDBG Micro Enterprise funding.

Significant Budget Issues

- 1 Funding** - This is a 10% drop in CDBG Entitlement funding. No unprogrammed funds to be redistributed this year.
- 2 Staffing Change** - Community Relations Coordinator position was renamed Code Compliance Technician.

Budget Information

Fund 23 - CDBG Operations

Department 54	2005 Actual	2006 Actual	2007 Actual	2008 Estimated	2009 Approved	
Financing Sources:						
313101 CD Block Grant	\$ 449,066	\$ 487,410	\$ 502,627	\$ 598,592	\$ 376,359	1
Total Financing Sources	\$ 449,066	\$ 487,410	\$ 502,627	\$ 598,592	\$ 376,359	
Financing Uses:						1
4100 Administration	\$ 78,034	\$ 85,939	\$ 66,095	\$ 84,551	\$ 74,839	
412470 Special Programs						
23002 Emergency Home Repair	29,554	34,229	27,233	31,516	18,000	
23004 Historic Community Officer	5,000	-	-	-	-	
23005 The Road Home	14,164	15,400	15,400	14,950	13,545	
23008 Legal Aid Society of S. L.	10,433	7,472	15,202	8,325	2,500	
23009 Senior/Handicapped Home Imp	6,113	5,000	5,000	6,500	4,000	
23010 South County Food Pantry	4,200	4,200	4,200	4,050	2,000	
23011 Utah Food Bank	7,440	8,000	8,000	7,850	5,000	
23013 South Valley Sanctuary	7,500	11,723	8,903	8,922	3,000	
23014 Comprehensive Housing	3,000	3,000	3,000	3,850	1,500	
23033 Utah Micro Enterprise Loan	-	4,000	-	-	-	
23037 YWCA Women's Shelter	5,298	6,022	1,532	8,701	-	
23038 Family Support Center	6,125	4,750	2,000	6,850	2,000	
23041 Community Legal Center	-	2,000	-	-	-	
23042 VISIONS	518	5,800	2,650	4,114	7,000	
23045 Code Enforcement Officer	28,567	30,734	-	-	-	
23046 Community Health Center	-	3,828	2,308	2,350	1,800	
23047 Transitional Housing Maint.	4,937	4,064	3,199	5,000	3,500	
23051 Big Brothers Big Sisters	-	-	-	1,800	1,500	
4370 Capital Outlays						
23036 Sidewalk Repair	-	15,250	30,200	-	-	
23049 Historic Sandy Infrastructure	-	-	69,429	141,827	-	
23999 Miscellaneous Projects	-	-	-	22,416	-	
4413104 Transfer to Debt Service	238,183	235,999	238,276	235,020	236,175	
Total Financing Uses	\$ 449,066	\$ 487,410	\$ 502,627	\$ 598,592	\$ 376,359	
Excess (Deficiency) of Financing Sources over Financing Uses	-	-	-	-	-	

Staffing Information	Bi-weekly Salary		Full-time Equivalent			
	Minimum	Maximum	FY 2007	FY 2008	FY 2009	
Regular:						
Long Range Planning Manager	\$ 2,086.40	\$ 3,286.10	0.58	0.58	0.58	
Code Compliance Technician	\$ 1,012.80	\$ 1,595.20	0.00	0.00	0.10	2
Community Relations Coordinator	\$ 1,012.80	\$ 1,595.20	0.10	0.10	0.00	2
Total FTEs			0.68	0.68	0.68	



Salt Lake ReAL Soccer Stadium